

**WILLMAR CITY COUNCIL PROCEEDINGS**  
**COUNCIL CHAMBERS**  
**WILLMAR MUNICIPAL UTILITIES BUILDING**  
**WILLMAR, MINNESOTA**

January 13, 2003  
7:00 p.m.

The Honorable Mayor Lester Heitke officiated the opening ceremonies of the biennial organizational meeting. In accordance with the Willmar City Charter, the Council must meet on the first Monday after the first Tuesday of each January following a General Election.

City Clerk Kevin Halliday, chief officer in charge of voting for the City of Willmar, presented to Mayor Lester Heitke; and Council Members Bruce DeBlieck, Ron Christianson, Rick Fagerlie, and Douglas Reese Certificates of Election. The Honorable Judge Donald Spilseth, Judge of District Court, officiated the Swearing-in Ceremonies of the Mayor and four Council Members.

At this time Mayor Heitke called the City Council meeting to order. Members present on a roll call were Mayor Heitke, Council Members Douglas Reese, Rick Fagerlie, Ron Christianson, Bruce DeBlieck, Denis Anderson, Nancy Houlahan, David Chapin, and Jim Dokken; Present 9, Absent 0.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Planning and Development Services Director Bruce Peterson, Police Chief Jim Kulset, Finance Director Steven Okins, Fire Chief Marv Calvin, Community Education and Recreation Director Steve Brisendine, Public Works Director Mel Odens, and City Clerk Kevin Halliday.

Mayor Heitke called upon Reverend Steven Bielenberg, Redeemer Lutheran Church, to give the invocation. Upon completion of the invocation, Mayor Heitke presented to the City Council and those in attendance his message of the State of Affairs of the City of Willmar.

Proposed additions to the agenda included discussion of BNSF trains operating by remote control and safety concerns at various local intersections.

The Rice Hospital Board Minutes of December 18 ,2002, and January 8, 2003, were removed from the consent agenda.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: City Council Minutes of December 18, Municipal Utilities Commission Minutes of December 23, Planning Commission Minutes of December 23, 2002, and January 8, 2003, Building Inspection Report of December, Kandiyohi Area Transit Board Minutes of October 16, Police Commission Minutes of November 13, Pioneerland Library Board of November 21, Zoning Appeals Board Minutes of December 30, 2002, and Airport Commission Minutes of January 7, 2003; and Application for Exempt Permit for Minnesota Conservation Federation. Council Member DeBlieck seconded the motion, which carried.

The Council discussed the bidding process of the Hospital construction project with Council Member Chapin noting that his company was an unsuccessful bidder on the electrical bid, and he would abstain from the approval of the minutes. Council Member Christianson offered a motion that

the Rice Hospital Board Minutes of December 18, 2002, and January 8, 2003, be accepted and placed on file in the City Clerk's Office. Council Member DeBlieck seconded the motion, which carried with Council Member Chapin abstaining.

At 7:37 p.m. Mayor Heitke opened a hearing on an Ordinance Amending Municipal Code Sections on Licensing of Employees of On- and Off-Sale Liquor Establishments. City Clerk Halliday presented details of the proposed Ordinance which eliminated the seven-day wait between employment and applying for a license, and adding all liquor licensed establishments under this compliance section. The Minnesota Statute section was amended to include only the violation of M.S.A. 340A.503, Subd. 2 which is the unlawful sale, barter, furnishing or giving alcoholic beverages to a person under 21 years of age. Keith Rende, representing the Eagles Club, spoke in opposition to the Ordinance due to potential harm to normal operations in the event the manager mistakenly sells to a minor. Upon hearing all who wished to be heard, Mayor Heitke closed the hearing at 7:49 p.m.

Council Member Reese offered a motion to adopt, assign a number and order final publication of the Ordinance Amending Municipal Code Sections on Licensing of Employees of On- and Off-Sale Liquor Establishments. Council Member Houlahan seconded the motion, which carried on a roll call vote of Ayes 6, Noes 2 – Council Member Christianson and Dokken voted “No.”

At 8:00 p.m. Mayor Heitke opened a hearing on an Ordinance Extending the Corporate Limits of the City of Willmar. Planning and Development Services Director Peterson presented details to the Mayor and Council regarding the annexation of the Home Depot site. There being no one present to speak for or against the proposed Ordinance, Mayor Heitke closed the hearing at 8:01 p.m.

Council Member Christianson offered a motion to adopt, assign a number and order final publication of the Ordinance Extending the Corporate Limits of the City of Willmar. Council Member DeBlieck seconded the motion, which carried on a roll call vote Ayes 6, Noes 2 – Council Member Christianson and Dokken voted “No.”

Mayor Heitke recognized Charly Leuze, Sister Tierney Trueman and several Columbia foreign exchange students who offered reports on their homeland, lifestyles and family makeup. The students were visiting and spent the day at the various Spanish classes at the Willmar High School.

Mayor Heitke recognized Fred Cogelow and Ron Machedanz who had signed up to address the City Council during its scheduled Open Forum. Mr. Machedanz distributed printouts regarding public safety and remote-controlled, unmanned train engines.

City Administrator Schmit informed the Mayor and Council that the City has received notification from the Blandin Foundation that the Board of Trustees has approved two grants to the City of Willmar. \$150,000 was approved to support the Nursing Simulation Center at Ridgewater College with the understanding that all additional funds would be raised to complete the project as proposed. The second grant of \$75,000 is for the Kandiyohi Cultural Liaison position with the understanding that the position will be continued by the City after Blandin Foundation funding ends. Council Member Reese moved to authorize the signing of the Blandin Grant Agreements with Council Member Chapin seconded the motion, which carried.

The Finance Committee Report of January 6, 2003, was presented to the Mayor and Council by Council Member Anderson. There were seven items for Council consideration.

Item No. 1 The Committee reviewed proposed electric rate increases with Municipal Utilities General Manager Mike Nitchals. Mr. Nitchals explained that the proposed rates were derived from the design study commissioned in November of 2002 and briefly reviewed the proposed rate structure. This matter was received for information only.

Item No. 2 The Committee was informed by staff that the Allied Power Board of Governors has received a capital call request from En-Tel Communications. The request is in the amount of \$100,000 due and payable on January 15, 2003. Municipal Utilities General Manager Nitchals informed the Committee that the Municipal Utilities Commission had approved their portion of the call and will forward \$50,000 to Allied Power on the requested date. This matter was for information only.

Item No. 3 The Committee reviewed proposed fee increases for City services and directed numerous questions to staff about the Department of Planning and Development Services fees. Staff indicated that it would provide additional information prior to the Council meeting, and that the Committee could take action now with amendments at the Council meeting if needed. The Committee was recommending to the Council to adopt a Resolution establishing fees for service, permits and licenses, and rental rates for equipment.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 1 – Council Member Dokken voted “No” and Council Member Christianson abstained.

#### RESOLUTION NO. 1

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City Equipment.

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted for the year 2003 and the same hereby ordered kept on file in the office of the City Clerk-Treasurer. (For Resolution in its entirety, see City Council Proceedings file dated January 13, 2003, located in the City Clerk's Office).

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Item No. 4 The Committee conducted its annual review of the City Investment Policy. There were no recommended changes, and this matter was received for information only.

Item No. 5 The Committee reviewed the Firemen's Relief Association forms I & II, which are required to be submitted to all governing bodies. The forms indicated that the Association needed to reduce the amount of annual compensation paid from \$2,900 to \$2,500. This level is still above the City's obligation of \$2,100 annually, so no action was necessary other than to receive the report at this time. This matter was for information only.

Item No. 6 Staff explained that pursuant to previous Council action, it has been reviewing the process and examples to request proposals for audit services. The timeline and costs to complete that task of securing these services would be difficult and likely more costly at a

time when the City must review all costs areas to save money. It was recommended that the City continue services with the present firm and to compile the request for proposal to be used in the fall of 2003 for the 2003 audit. Staff was also directed to discuss with the Municipal Utilities and Rice Hospital the process and costs for their auditing services as a means consolidate services with the idea of saving additional money for all components of the City. It was then moved to authorize the use of Westberg and Eischens to conduct the 2002 City audit.

Council Member Anderson moved to approve the recommendation of the Finance Committee with Council Member Fagerlie seconding the motion, which carried.

Item No. 7 The Committee reviewed the following reports: November W.R.A.C.-8, C.V.B. and Rice Trust. This matter was for information only.

The Finance Committee Report of January 6, 2003, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report of January 7, 2003, was presented to the Mayor and Council by Council Member Reese. There were four items for Council consideration.

Item No. 1 The Committee reviewed the proposed developer's agreement with Home Depot for their intended development of real estate. The agreement covers details to extend 28<sup>th</sup> Avenue from the eastern edge of First Street to the eastern boundary of the real estate. Home Depot is requesting to design and construct its own improvements in accordance with the final construction plans as reviewed and approved by the City Engineer. Home Depot shall furnish a financial guarantee in the amount of 30% of the estimated cost of the improvements that shall be held by the City until final approval and acceptance of the Developer's improvements.

The Committee was recommending to the Council to allow Home Depot to design and construct improvements subject to review and approval of the City Engineer. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Houlahan, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

#### RESOLUTION NO. 2

WHEREAS, Developer, Home Depot U.S.A., Inc. has made a request of the City of Willmar for the Developer to complete the design and construction of certain public improvements, to wit: design and construction services with respect to public improvements at the intersection of 1<sup>st</sup> Street South and 28<sup>th</sup> Avenue eastward 1,350 feet (hereinafter referred to as project); and

WHEREAS, City has approved the design of said improvements, subject to certain conditions and requirements; and

WHEREAS, Developer agrees to pay for the cost of the project and inspectional services; and

WHEREAS, Developer agrees to furnish to the City a financial guarantee in the amount of 30% of the estimated cost of the project that shall be held by the City until final approval and acceptance is complete.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that Developer is allowed to design and construct improvements subject to review and approval of the

City Engineer.

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Item No. 2 The Committee continued its discussion of possible revisions to the Assessment Policy. Staff presented a table of the average assessment costs for the past three years at a 75% rate to property owners. The table split the five sections of reconstruction costs at the current rates and the proposed rate for 2004. Storm sewer was added as a separate item, which previously was included in the street reconstruction. This reduces the street reconstruction rate to approximately \$44/foot.

Discussion was held on how to fund assessments and several options were considered including the establishment of utility fees, a local option sales tax, and spreading the costs over property taxes. The Committee generally preferred the concept of establishing utility fees. The Committee requested staff to further analyze and compare with actual costs, both the current method and the concept of utility fees. No action was taken and the matter referred to the full Council for discussion.

City Administrator Schmit distributed handouts with additional information and discussed the implementation process. Following discussion, Council Member Houlahan moved to direct staff to develop an Assessment Policy implementing a utility fee. Council Member Chapin seconded the motion, which carried on a roll call vote of Ayes 6, Noes 2 – Council Member Christianson and Fagerlie voting “No.”

Item No. 3 The Committee reviewed the final payment for the 2001 Street Improvements to Duinick Brothers Construction, Inc. in the amount of \$47,752.55. The payment includes the 5% retainage and the completion of the wearing course on 23<sup>rd</sup> Avenue SW. The project came in under budget. The Committee was recommending to the Council to accept the project and approve final payment.

Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member Houlahan, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

### RESOLUTION NO. 3

#### ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

PROJECT NO.: 0101  
IMPROVEMENT: 2001 Street Improvements

|                   |                                 |
|-------------------|---------------------------------|
| Contractor:       | Duinick Bros. Construction Inc. |
| Date of Contract: | June 11, 2001                   |
| Begin Work:       | June 11, 2001                   |
| Complete Work:    | October 10, 2002                |

Approve, City Engineer: October 31, 2002

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said Project No. 0101 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

|                           |                |
|---------------------------|----------------|
| Original Contract Amount: | \$1,298,729.29 |
| Change Orders (none)      |                |

|                                      |                |
|--------------------------------------|----------------|
| Final Net Contract Amount, Proposed: | \$1,298,729.29 |
|--------------------------------------|----------------|

|  |                |
|--|----------------|
| Actual Final Contract Amount as Constructed: | \$1,275,465.04 |
| Less Previous Payments (1-6)                 | 1,227,712.49   |

|                               |              |
|-------------------------------|--------------|
| FINAL PAYMENT DUE CONTRACTOR: | \$ 47,752.55 |
|-------------------------------|--------------|

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Item No. 4 The Committee reviewed a preliminary budget for 2003 improvements proposed for the 2003 construction season. The Committee was recommending to the Council approval of the preliminary budget in the amount of \$3,297,500.00.

Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member DeBlieck, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0 – Council Member Christianson abstained from voting.

#### RESOLUTION NO. 4

##### PRELIMINARY 2003 IMPROVEMENT BUDGET Estimated Total Cost \$3,297,500.00

###### PERSONNEL SERVICES:

|                          |                 |
|--------------------------|-----------------|
| Overtime Reg. Employees  | \$ 500.00       |
| Salaries Temp. Employees | 6,000.00        |
| Employer Pension Contr.  | <u>1,500.00</u> |
| Total:                   | \$8,000.00      |

###### SUPPLIES:

|                          |                 |
|--------------------------|-----------------|
| Office Supplies          | \$ 1,500.00     |
| Small Tools              | 2,000.00        |
| Motor Fuels & Lubricants | 1,000.00        |
| Postage                  | 2,000.00        |
| General Supplies         | <u>3,500.00</u> |
| Total:                   | \$10,000.00     |

###### RECEIVABLES:

|                                   |                  |
|-----------------------------------|------------------|
| Property Owners                   | \$ 650,000.00    |
| City-MUC (pump station)           | 640,000.00       |
| State Aid                         | 977,500.00       |
| City-WTP (\$200,000 lift station) | 600,000.00       |
| City-Transfer 2002 (PW)           | 50,000.00        |
| Developer Agreement (Cash)        | 350,000.00       |
| City-MUC (Water main – Street)    | <u>30,000.00</u> |
| Total:                            | \$3,297,500.00   |

###### FINANCING:

|        |               |
|--------|---------------|
| Bonds: | \$ 650,000.00 |
| State: | 977,500.00    |
| City   | 650,000.00    |

|                             |                   |                            |                   |
|-----------------------------|-------------------|----------------------------|-------------------|
| OTHER SERVICES:             |                   | Developer Agreement (Cash) | 350,000.00        |
| Printing & Publishing       | \$ 2,000.00       | MUC                        | <u>670,000.00</u> |
| Mtce. of Other Impr.(Cntrt) | 2,500,000.00      | Total:                     | \$3,297,500.00    |
| Other Services              | <u>475,000.00</u> |                            |                   |
| Total                       | \$2,977,000.00    |                            |                   |

|                                  |                  |
|----------------------------------|------------------|
| OTHER CHARGES:                   |                  |
| Insurance & Bonds                | \$ 1,500.00      |
| Prof. Services (BMI, SHE, MnDOT) | 55,000.00        |
| Advertising                      | 1,000.00         |
| Adm. OH (Transfer)               | 200,000.00       |
| Other Charges                    | <u>45,000.00</u> |
| Total:                           | \$302,500.00     |

GRAND TOTAL: \$3,297,500.00

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

The Public Works/Safety Committee Report of January 7, 2003, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

The Community Development Committee Report of January 8, 2003, was presented to the Mayor and Council by Council Member DeBlieck. There were three items for Council consideration.

Item No. 1 The Committee reviewed a draft of an ordinance to deal with exterior maintenance of residential structures. The ordinance is intended to maintain the aesthetics, health and safety of residential neighborhoods and includes specific standards for enforcement, such as the level of exterior decay allowed before corrective action is required.

The Committee was recommending to the Council to refer the revised draft to the City Attorney for review. Council Member DeBlieck moved to approve the recommendation of the Community Development Committee with Council Member Dokken seconding the motion, which carried.

Item No. 2 The Committee discussed a draft of proposed design standards for commercial buildings in the General Business District. It was the consensus of the Committee that the provisions be extended to include the Central Business District, Limited Business District, and Shopping Center District. Concerns expressed by the Committee were as follows: the ordinance has no provision for steel or vinyl siding, there is no appeal process or enforcement mechanism, and there has not been any public input into the process.

The Committee was recommending to the Council to refer the draft to the City Attorney for review. Council Member DeBlieck moved to approve the recommendation of the Community Development Committee with Council Member Dokken seconding the motion, which carried.

The Committee noted that both the exterior maintenance standards and commercial design standards were topics that should be brought to COP meetings for public input.

Item No. 3 The Committee received updates on a number of commercial projects both planned and underway. Also discussed was progress made on the Airport project. This matter was for information only.

The Community Development Committee Report of January 8, 2003, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member DeBleick, seconded by Council Member Dokken, and carried,

At this time the Mayor and Council considered a number of reorganizational issues. Resolution No. 5 was introduced by Council Member Anderson, seconded by Council Member DeBleick, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

#### RESOLUTION NO. 5

BE IT RESOLVED, by the City Council of the City of Willmar, Minnesota, that the 2003 through 2004 Committee appointments for members of the Council shall be provided in the list of appointments as follows:

Labor Relations Committee:

Chair: Nancy Houlahan  
Vice Chair: David Chapin  
Doug Reese  
Denis Anderson  
Michael Schmit, City Administrator  
Steve Okins, Finance Director  
Municipal Utilities Commission  
Rice Hospital Board

Finance Committee:

Chair: Denis Anderson  
Vice Chair: Rick Fagerlie  
Jim Dokken  
David Chapin  
Michael Schmit, City Administrator  
Steve Okins, Finance Director  
Kevin Halliday, City Clerk-Treasurer

Community Development Committee:

Chair: Bruce DeBleick  
Vice Chair: Jim Dokken  
Ron Christianson  
Rick Fagerlie  
Michael Schmit, City Administrator  
Bruce Peterson, Planning and  
Development Services Director

Public Works/Safety Committee:

Chair: Doug Reese  
Vice Chair: Ron Christianson  
Nancy Houlahan  
Bruce DeBleick  
Michael Schmit, City Administrator



Jim Kulset, Police Chief  
Mel Odens, Public Works Director  
Marv Calvin, Fire Chief

Woodland Centers: Rick Fagerlie

Mid-Minnesota Development Commission: Les Heitke

Cable Communications: Doug Reese and Ron Christianson

Community Education and Recreation: David Chapin and Ron Christianson

Rice Hospital Board: Denis Anderson

Municipal Utilities Commission: Bruce DeBlieck, Jim Dokken Alternate

Convention and Visitors Bureau: Nancy Houlahan

Human Rights Commission: Nancy Houlahan

Allied Power Board: Bruce DeBlieck

Senior Citizens: Jim Dokken

Sister City: Doug Reese

Transit Joint Powers Board: Rick Fagerlie and Bruce DeBlieck

Fire Code Appeals Board: Chair Ron Christianson  
Vice Chair Denis Anderson

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday

Attest: City Clerk-Treasurer

Resolution No. 6 was introduced by Council Member Fagerlie, seconded by Council Member DeBlieck, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

#### RESOLUTION NO. 6

WHEREAS, the Charter of the City of Willmar, a municipal corporation of the State of Minnesota, provides that in the absence or disability of the Mayor, an Acting Mayor shall be appointed by action of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar as follows:

that during the years 2003 and 2004, should the Mayor, the Honorable Lester Heitke, be absent or unable to act as such Mayor, that Council Member Doug Reese be and is hereby appointed as Acting Mayor to act in all said circumstances and as set forth in the Charter of the City of Willmar.

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke

MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Resolution No.7 was introduced by Council Member Anderson, seconded by Council Member Dokken, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 7

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the regular semi-monthly meetings of the City Council shall be held at 7:00 p.m. on the first and third Mondays of each month during the next two years and that the regular place of said meetings shall be in the Council Chambers of the Municipal Utilities Building, 700 Litchfield Avenue Southwest, Willmar, Minnesota; and

BE IT FURTHER RESOLVED that the time for adjournment of said Council meetings shall be no later than 11:00 p.m. with the following exceptions:

1. An item of business under consideration at 11:00 p.m. may be disposed.
2. Business from the first meeting of the month will be carried over to the second meeting if necessary.
3. Any business not completed at the second meeting of the month, which is urgent and must have action will be adjourned to a special meeting.

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Resolution No.8 was introduced by Council Member Fagerlie, seconded by Council Member Dokken, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 8

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, a municipal corporation of the State of Minnesota, that the West Central Daily Tribune of Willmar, Minnesota, be designated as the legal newspaper for the City of Willmar and that the fees set by State statutes for legal publications be accepted.

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Resolution No.9 was introduced by Council Member Reese, seconded by Council Member Houlahan, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

## RESOLUTION NO. 9

## APPOINTING A RESPONSIBLE AUTHORITY

WHEREAS, Minnesota Statutes, Section 13.02, Subd. 6, requires that the City of Willmar appoint one person as the Responsible Authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City; and

WHEREAS, the City Council of the City of Willmar shares the concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively and technically qualified Responsible Authority as required under the Statute.

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, that the City Administrator Michael Schmit be appointed as the Responsible Authority for the purpose of meeting all requirements of Minnesota Statutes, Sections 13.02-13.87, as amended, and with rules as lawfully promulgated by the Commissioner of Administration as published in the State Register.

Dated this 13<sup>th</sup> day of January, 2003.

/s/ Lester J. Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: City Clerk-Treasurer

Announcements for Council Committee meeting dates were as follows: Labor Relations, January 23; Finance, January 27; Public Works/Safety, January 28; and Community Development, January 30, 2003.

The Council discussed remote-controlled train engines and directed the matter be referred to the Public Works/Safety Committee for consideration.

There being no further business to come before the Council, the meeting adjourned at 9:40 p.m. upon motion by Council Member Christianson, seconded by Council Member DeBlieck, and carried.

MAYOR \_\_\_\_\_

Attest:

SECRETARY TO THE COUNCIL